

# Mail Services

## Special Services Billing

December, 2008

The following information is provided for your information. The following amounts are being posted to the accounts listed for postage charges during the period listed above.

Postage Acct.	Department	Discipline	Mailbox Keys	Business Reply Env.	Folder/Stuffer	Total
					# Env. Cost	
105	Admissions	Records	0.00	0.00	325 11.38	11.38
		555100 11 421100 62100 10 2009 0000000				
105	Admissions	Records	0.00	0.00	243 8.51	8.51
		555100 11 421100 62100 10 2009 0000000				
105	Admissions	Records	0.00	0.00	223 7.81	7.81
		555100 11 421100 62100 10 2009 0000000				

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DO NOT PAY!**

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Postage Acct.	Department	Discipline							Mailbox Keys	Business Reply Env.	Folder/Stuffer	Total
										# Env.	Cost	
185	Financial Aid							0.00	0.00	154	5.39	5.39
		555100	11	475100	64600	10	2009	0000000				
185	Financial Aid							0.00	0.00	61	2.14	2.14
		555100	11	475100	64600	10	2009	0000000				

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Postage Acct.	Department	Discipline						Mailbox Keys	Business Reply Env.	Folder/Stuffer	Total
									# Env.	Cost	
135	Multicultural Studies						1.50	0.00	0	0.00	1.50
		555100	11	366500	22030	10	2009	0000000			

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Postage Acct.	Department	Discipline						Mailbox Keys	Business Reply Env.	Folder/Stuffer		Total
									# Env.	Cost		
122	Payroll						0.00	0.00	1,326	46.41	46.41	
		555100	11	551100	67310	10 2009	0000000					
122	Payroll						0.00	0.00	493	17.26	17.26	
		555100	11	551100	67310	10 2009	0000000					
122	Payroll						0.00	0.00	460	16.10	16.10	
		555100	11	551100	67310	10 2009	0000000					
122	Payroll						0.00	0.00	288	10.08	10.08	
		555100	11	551100	67310	10 2009	0000000					

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122	Payroll		0.00	0.00	# Env. 0	Cost 0.00	0.00
555100 11 551100 67310 10 2009 0000000							

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